



THE  
GRANGE  
ACADEMY

ASPIRE FOR EXCELLENCE

# Mobile Devices 2024- 2025

**Version Number:** 01

**Ratified by Local Governing Body:** September 2023

**Next Review Date:** September 2025

**Academy Link:** Mr C Williams



## **I INTRODUCTION:**

- 1.1 The purpose of this policy is to give the necessary opportunity for academy leaders, teachers, students, and parents to take steps to ensure that the increased ownership of mobile phones/smart devices does not impact negatively on standards around academy.
- 1.2 When referring to mobile phones throughout this policy, please note that we would also include the use of 'Smart' watches and headphones/earphones . The use of these devices is not allowed as they are effectively mobile phones and will be treated as such.

## **2 PURPOSE:**

- 2.1 The Grange Academy accepts that parents may give their children mobile phones to protect them from everyday risks involving personal security and safety on the way to and from academy.
- 2.2 The decision to provide a mobile phone for their children is made by parents with a full understanding and acceptance of this policy.
- 2.3 It is the responsibility of students who choose to bring mobile phones/smart devices onto academy premises to adhere to the guidelines outlined in this document.
- 2.4 Parents are reminded that in cases of emergency, the academy office remains the appropriate point of contact and can ensure that your child is reached quickly, and assisted in any appropriate way.
- 2.5 Parents should not contact their children during the academy day via mobile phones. Similarly, it is not acceptable for students to contact parents during the academy day via mobile phones. The academy office remains the first point of communication between academy and home.

### **3 THEFT OR DAMAGE**

- 3.1 The academy accepts no responsibility for replacing mobile devices that are lost, stolen or damaged whilst on academy premises if not handed in for safe keeping, during academy events or whilst attending educational visits
- 3.2 The academy accepts no responsibility for students who lose or have their mobile devices/smart devices stolen while travelling to and from academy.
- 3.3 It is strongly advised that students use passwords/pin numbers to ensure that unauthorised phone calls cannot be made on their phones (e.g. by other students, or if stolen). Students must keep their password/pin numbers confidential. Mobile phones and/or passwords must not be shared.

### **4 RULES**

- 4.1 During the school day, mobile phones are not allowed on site; this is defined as all inside areas of school, outside communal areas and the school playing fields.
- 4.2 Mobile phones must remain switched off during school hours. This includes break and lunchtimes.
- 4.3 Mobile phones must not be seen or heard.
- 4.4 If a Mobile phone is seen or heard during the academy day, the student will be subject to the following:
  - 4.4.1 Staff will ask the student to immediately hand over the phone/headphones/device.
  - 4.4.2 Failure to hand in the device will escalate to an immediate referral to a member of the pastoral/ senior leadership team.
  - 4.4.3 The device(s) will be locked away for safe keeping in the academy office. The item will be returned to the student at the end of the academy day at 3:05pm, following a 30-minute detention.
  - 4.4.4 Parents will be informed via letter from the academy.
  - 4.4.5 Students who breach this rule more than once will not be allowed to collect their phone themselves. Their device must be collected by parents after academy on a day that is convenient to them.

- 4.4.6 Students repeatedly breaching the academy's rules regarding mobile devices will be subject to a meeting with their Progress Leader and parents. Parents and the student must then sign a contract with the understanding should the student breach the mobile devices contract the mobile device will be confiscated and held until the end of the current half term when parents will be required to collect the device.

## **5 INAPPROPRIATE CONDUCT**

- 5.1 Any student who uses a mobile device to bully or intimidate any pupil or member of staff will be subject to the academy's Anti-Bullying & Equal Opportunities and Behaviour for Learning Policies.
- 5.2 Where necessary, the academy will work with the police to investigate and resolve serious incidents of inappropriate conduct.
- 5.3 Incidents of disruption in the classroom caused by the use of mobile devices will be subject to sanctions in line with the Behaviour for Learning policy.
- 5.4 Any inappropriate content found on social networking, blog or video websites will be removed via the host site and where appropriate used as evidence by the academy and any relevant authorities.

## **6 AIDS FOR LEARNING**

- 6.1 One occasion where students will be permitted to use their mobile devices for learning is within GCSE Photography. Mobile photography will remain an important part of the GCSE course. Therefore, all students studying photography will be given clear guidance on how to use their mobile phone during lesson. Students must not use their mobile phone to access social media or as a means for communication. Once the member of staff has told students that mobile phones are no longer required, students must immediately abide to the usual mobile phone policy expectations set out in this policy.

## **7 EXTRA-CURRICULAR TIME**

- 7.1 If students are attending extra-curricular sessions the rules outlined above apply.
- 7.2 If a student needs to contact home to confirm attendance this should be done on an office phone with permission of the member of staff running the session.